

Commissioner Deborah A. Gist's Weekly Field Memo

Friday, September 16, 2011

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ATTACHMENTS TO THIS FIELD MEMO:

- 2011 School Safety and Mitigation Conference registration form

Action Item Calendar

Today, September 16: Deadline for nominations for Rhode Island Teacher of the Year

Today, September 16: Evaluators template due

September 19: Make Your Mark Week mini-grants application due

September 23: Erate funding forms due

September 23: District testing schedules due

September 23: Lists of 12th grade students retaking NECAP due

September 25: Updates to *Educational Directory* due

October 24: Student enrollment and addresses due

October 27: School Safety and Mitigation Conference registration form due

November 1: Submission and snapshot reports due

November 15: Deadline for final selections of district teachers of the year

NOTES FROM COMMISSIONER GIST:

Teacher of the Year application due TODAY - streamlined application posted

Though the official Teacher of the Year application deadline is today (Friday, September 16), as I have noted to you in previous field memos we have developed a streamlined application and extended the deadline to November 15 for districts to select a District 2012 Teacher of the Year. **(NOTE: Only those district candidates meeting the September 16 deadline will be eligible for selection as Rhode Island Teacher of the Year.)** The Teacher of the Year program is an excellent way for all school districts and school leaders in Rhode Island to honor our best teachers for the excellent work they do in our classrooms every day. We plan to hold a ceremony in the spring to recognize our distinguished educators of 2012, and I certainly hope that every district in the state can participate. We have posted the streamlined application form on our Web site at:

<http://www.ride.ri.gov/EducatorQuality/Recognition/default.aspx>

Congratulations to Hope Valley Elementary School and Park Elementary School for winning the National Blue Ribbon award.

U.S. Secretary of Education Arne Duncan this week recognized two Rhode Island schools as 2011 National Blue Ribbon Schools. The Hope Valley Elementary School won in the High Performing category and Park Elementary School in Warwick won in the Improving School category.

This is an outstanding achievement, as only 305 schools were recognized nationwide. Congratulations to Principal Giuseppe Gencarelli of Hope Valley and Superintendent of Charlestown schools Barry Ricci, as well as Principal Marilyn Feeney of the Park school and Superintendent of Warwick schools Peter Horoschak for this accomplishment. We also know that to achieve such success takes the combined efforts of all the administrators, teachers, parents, and students in these school communities. Thank you Hope Valley and Park for setting such fine examples!

Congratulations to Fort Barton Elementary School for winning the USDA's *HealthierUS* School Challenge Bronze award.

The U.S. Department of Agriculture (USDA) this week recognized Fort Barton Elementary School in Tiverton with the USDA *HealthierUS* School Challenge Bronze award for the school's work to make improvements in the quality of food while providing both nutrition and physical education to promote a healthy lifestyle. Thank you to Fort Barton Principal Suzette Wordell, Tiverton Schools Superintendent William Rearick, and Tiverton Food Services Director Steven Harrison for making the health and welfare of your students a top priority! Kudos for a job well done!

FROM RIDE:

Process for requesting student exemption from NECAP, RIAA posted

Please see the following message from our Office of Instruction, Assessment, and Curriculum:

As a reminder, all requests for state-approved special consideration or exemption from state testing must be submitted online through eRIDE, via the following link: <http://www.eride.ri.gov/SASC/>

Additionally, *no* exemption request will be processed until a signed copy of the “Form 1: District Assurances Form” has been faxed to RIDE (222-3605).

When you log into eRIDE, you will now see the new icon, “NECAP/RIAA Exemption Requests,” so that it is easier to access the online forms.

Finally, the “State-Approved Special Considerations for Statewide Assessments: Guidelines & Forms” document has been updated for the 2011-12 school year to outline the policies and procedures for requesting student exemptions. This document is available on the RIDE website at:

http://www.ride.ri.gov/Assessment/necap_SASC.aspx

and also on the eRIDE exemptions page at:

<http://www.eride.ri.gov/SASC/>.

It is very important that you review the guidance document before attempting to submit requests through eRIDE. If you have any questions, please contact Dr. Kevon Tucker-Seeley (phone: 222-8494; e-mail: Kevon.Tucker-Seeley@ride.ri.gov).

2011-2012 *Educational Directory*

Please see the following message from our Office of Network and Information Systems:

As we begin the school year, it is very important that we have accurate and timely data about all of our schools and districts. Administrators and teachers need good data to drive performance and to help students achieve. Parents, policymakers, and taxpayers need good data to drive systems reform and to hold us all accountable for results.

The RIDE Office of Network and Information Systems will publish the *2011-2012 Educational Directory* during the third week of September this year. Please have your data manager review your district profile and use the **School Profile** application in **eRIDE** to make all the necessary updates for accuracy.

Please make the updates no later than **September 25th**.

If you need additional information, please contact Mario Goncalves at 222-8968. Thank you very much for helping us to keep this important reference directory as accurate as possible.

You may visit our website for the electronic version of the directory at:
<http://www.ride.ri.gov/ride/schooldirectory/default.aspx>

Comprehensive Assessment System webinar

Please see the following message from the Office of Instruction, Assessment, & Curriculum:

The first Comprehensive Assessment System (CAS) webinar will be held Wednesday, September 28, from 9:30 to 10:30 a.m. Session 1 will outline how a Comprehensive Assessment System will support RIDE initiatives and projects, including Race to the Top initiatives, PBGR, and educator evaluation. The CAS criteria and guidance document describes the features and uses of a Comprehensive Assessment System as well as tools for LEAs to develop and refine their assessment systems. To access the CAS guidance document, please visit:
<http://www.ride.ri.gov/assessment/CAS.aspx>.

Educators can sign up for the webinars at:
<http://www.ride.ri.gov/assessment/CAS.aspx#webinars>.

If you are unable to attend, please note that webinars will be recorded and posted to the website.

NECAP retesting of grade 12 students

Please see the following message from the Office of Instruction, Assessment, and Curriculum:

The fall 2011 NECAP test administration is just around the corner (October 3-25). As a result, we are providing an opportunity to retest next month for students who took the NECAP assessments in grade 11 but did not reach at least the *Partially Proficient* level in one or more of the tests. For those students in the class of 2012 whose course sequences have now provided additional opportunities to learn the grades 9-10 Grade Span Expectations, this opportunity to retest may be particularly valuable as it is intended to support students' PBGR NECAP component.

While scores for Grade 12 students who *retest* this fall **will not** be included in accountability calculations, in order to ensure that their scores are *excluded* from your school and district AYP, we need the following information about the students who will be retesting:

- Each student's State-Assigned Student ID (SASID)
- Each student's last name, first name, and middle initial (if available)
- Which test(s) each student will be taking

The following is an example of the format you need to use to compile and send the requested information to RIDE:

SASID #	Last Name	First Name	MI	READING	MATHEMATICS	WRITING
100xxxxxxx	Doe	Jane			X	
100xxxxxxx	Public	John	Q	X		X

Note: Please indicate which test(s) each student will be taking.

Please include ***all*** grade 12 students who will be retested in the format displayed above and transmit it to Dr. Kevon Tucker-Seeley via email at

Kevon.Tucker-Seeley@ride.ri.gov. If you have any questions, please call Dr. Tucker-Seeley at 222-8494.

NOTE: This list needs to be submitted no later than September 23, 2010.

Transition to the Common Core State Standards

Please see the following message from the Office of Instruction, Assessment, and Curriculum:

A team of RI educators attended a meeting in Washington, D.C., with educators representing all the states that are part of the Partnership for the Assessment of Readiness for College and Careers (PARCC) consortium. The purpose of the meeting was to plan how we would communicate and support our transition to the Common Core State Standards. One member of the team, Rhode Island's Teacher of the Year, Shannon Donovan, suggested that we build a Facebook page dedicated to the Common Core transition. We are excited to let you know that we've launched our Facebook page, "Ready, Set, Go Common Core!" Please sign up and share the information by going [here](#) and clicking the "Like" button in the "Follow Us!" box.

October membership data collection deadline notice

Please see the following message from the Office of Network and Information Systems:

We appreciate all the efforts you have made, and are making, to provide accurate and timely data to RIDE. As in the past, RIDE collects critical data throughout the year. Student and staff information collected are generally used to measure student, teacher, school, and district performance; to inform management, budget, and policy decisions; and to comply with state and federal reporting mandates.

To ensure the accuracy and timeliness of reporting, please designate the following responsibilities to your key staff members and make sure each of the following is completed by the deadline dates:

- Student enrollment and addresses must be uploaded to RIDE by Monday, October 24th at 3:00 p.m.
- Submission and snapshot reports must be reviewed and faxed/emailed to RIDE by Tuesday, November 1st at 3:00 p.m.

Your data are to be submitted for your district and schools through the RIDE Information Services Portal website (<http://www.eride.ri.gov/>). For detailed information, click on “State Reporting” on the left-hand side; you will see a list of scheduled reports or data that are either open or closed for submission, as well as detailed instructions on how to submit each report.

If you need assistance or require additional information about the reporting requirements, please do not hesitate to contact the RIDE Help Desk, at 222-8400 or helpdesk@ride.ri.gov. Deanna Raphael is the RIDE contact.

Rhode Island Model Educator Evaluation System Training

Please see the following message from the Office of Educator Quality and Certification:

Registration for Module 2 for Personnel Evaluating Building Administrators is now open. We have scheduled multiple sessions between October 5 and October 26. The training will focus on conducting school visits, analyzing non-observable evidence, conducting conferences, and delivering feedback. Evaluators can register by going to the eRIDE Workshop Calendar, at: <http://www.ride.ri.gov/applications/ridecalendar.aspx>

Registration for Module 3 for Personnel Evaluating Teachers is now open. We have scheduled multiple sessions between October 24 and December 8. The training will focus on conducting classroom observations, analyzing non-observable evidence, conducting conferences, and delivering feedback. Evaluators can register by going to the eRIDE Workshop Calendar, at: <http://www.ride.ri.gov/applications/ridecalendar.aspx>

Student learning objective resources

Please see the following message from the Office of Educator Quality and Certification:

The student learning objectives (SLOs) web page has been updated and contains additional resources to help teachers and building administrators create and approve SLOs. The new resources include a narrated PowerPoint, additional SLO samples by grade level and content area, and handouts that address key messages and questions to ask when setting and approving SLOs. The SLO web page can be found at:

<http://www.ride.ri.gov/EducatorQuality/EducatorEvaluation/SLO.aspx>

The Rhode Island Model: *Teacher Guidebook*

Please see the following message from the Office of Educator Quality and Certification:

RIDE is currently printing hard copies of the *Teacher Guidebook* for every teacher in the state that is implementing the Rhode Island Model Educator Evaluation System. Copies of the *Teacher Guidebook* will be delivered to each district's central office. In the meantime, an electronic version of the *Teacher Guidebook* can be downloaded and shared with teachers. The *Teacher Guidebook* can be found at:

<http://www.ride.ri.gov/EducatorQuality/EducatorEvaluation/Guides.aspx>

FROM OTHER STATE AGENCIES:

2011 School Safety and Mitigation Conference

Please see the following message from the RI Emergency Management Agency:

Registration is now open for the 2011 School Safety Mitigation Conference, taking place November 2, 2011, from 8:00 a.m. to 4:30 p.m. at the Crowne Plaza Hotel in Warwick. Invited attendees include

crisis/response team members, school principals, faculty, district administrators, facility administrators, community first responders, school resource officers, and related personnel. Space is limited so please return registration forms by October 27, 2011. The registration form is attached.

OTHER

Association of Teachers of Mathematics in New England Conference

The Association of Teachers of Mathematics in New England (ATMNE) two-day conference, hosted by the RI Mathematics Teachers Association (RIMTA) will take place November 9 and 10 at the Crowne Plaza Hotel in Warwick. The conference will consist of two days of professional development in mathematics instruction, including three current or past National Council of Teachers of Mathematics (NCTM) presidents, authors Greg Tang and Stuart Murphy, and Brown University's Tom Banchoff, as well as numerous other local and regional speakers. Jim Bierden will be presenting the Balomenos Memorial Lecture. Early bird and group discounts are available, but the deadlines are approaching quickly. All of the details can be found at www.atmne2011.com

Make Your Mark Week 2011: \$250 mini-grants available

GenerationOn Make Your Mark Week (formerly Kids Care Week) will be celebrated October 16-22, 2011. The week inspires and mobilizes kids to use their energy, ingenuity, and compassion to "make their mark on the world" through hands-on service to help others in their local and global communities. During the week, young people focus on issues that matter most to them by doing small acts or service projects that add up to make a big difference. Make Your Mark Week ends on Make a Difference Day, the largest national day of service.

Thanks to its founding partner, Hasbro, generationOn will award 200 mini-grants in the amount of \$250 each to support service projects that enable youth to "make their mark" on one of the following issues: animals, the environment, homelessness, hunger, or literacy. They are looking for projects that engage youth (ages 5 – 18) to make a positive impact on the Make Your Mark Week issues in local and global communities. For more information and

for the grant application, go to <http://generationon.org/global/generationon-make-your-mark-week>.

Deadline: 5 p.m. EST, Monday, September 19, 2011